भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(An Autonomous Institution of Ministry of Human Resource Development, Govt. of India)

Transit Campus: C/o. Sree Rama Engineering College, Karakambadi Road,
Mangalam (P.O.), Tirupati, Andhra Pradesh – 517 507.

ADVT. NO.: 21/2020
(Apply on or before August 30, 2020)

The Indian Institute of Science Education and Research, Tirupati, is a premier autonomous Institution established by the Ministry of Human Resource Development, Government of India, for promotion of high quality science education and research in the country.

The Institute invites applications from Indian nationals possessing excellent academic record and relevant work experience for the following position on contractual basis: -

1	Name of the post	**Chief Security Officer**
2	Number of posts	**01**
3	Consolidated monthly emoluments	INR 74,340/- per month
4	Essential Qualification	First Class Bachelor's Degree (or) its equivalent from a recognized University/Institute in any discipline with minimum 5 years experience at pay level 10 and above in Army / Central paramilitary Forces in Govt. organization / educational / Private Organization. (or) Officer of the Police Departments of the Central / State / UT Governments with a minimum of 05 years' experience as Commissioner / Superintendent of Police / Additional Superintendent of Police.
5	Desirable	Good verbal & Written communication skills with knowledge of computers and modern Fire Fighting and security monitoring systems and any other as per Institute requirements. Proficiency in local language (Telugu) will be an advantage. Candidates must have experience in direct action, enquiry, crowd control, Police Station Protocols and familiarization with documentation procedures during VIP/VVIP visits, mobile patrol and relevant. Preventive security measures.
6	Job requirements	1. The supervision of outsourced security staff, security operations and firefighting. 2. Carrying out security administration related work such as planning and scheduling of duty, deployment of guards, attendance, leave records and verifying the salary bills of guards. 3. Design and implement security system suitable for an educational institution to safeguard its people and assets.

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(An Autonomous Institution of Ministry of Human Resource Development, Govt. of India)

Transit Campus: C/o. Sree Rama Engineering College, Karakambadi Road,
Mangalam (P.O.), Tirupati, Andhra Pradesh – 517 507.

		4. Monitoring the construction activities happening in the permanent campus at Yerpedu.
		5. Liaisoning with local authorities.
7	Tenure	Initially for a period of one year subject to satisfactory performance.
8	Age	Not more than 50 years as on closing date of advertisement.

GENERAL INFORMATION / DETAILS ABOUT THE POST

1. Appointment is purely temporary and contractual and can be terminated at any time without any notice or compensation.

2. The appointed person shall have no claim for appointment / absorption in IISER Tirupati.

3. The qualification prescribed should have been obtained from recognized Universities / Institutions

4. Relaxation in age, educational qualification and or experience may be considered in case of exceptionally meritorious applicants, with approval of the competent authority.

5. The prescribed Essential Qualifications / Experience indicated are bare minimum and mere possession of same will not entitle the candidates to be called for interview / selection process. Where number of applications received in response to an advertisement is large, it may not be convenient or possible to call all the candidates. The Institute may restrict the number of candidates to be called for written exam / skill test / interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidences will be verified during the selection process.

6. No TA / DA will be admissible for appearing for the interview.

7. Selected candidate will have to join duty immediately on receipt of the offer.

8. No interim enquiries / correspondence / communication of any sort will be entertained on the matter.

9. Canvassing in any form and / or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.

10. **An application fee of Rs. 500/- is to be paid while filling the online application.**

11. **The application fee once paid will not be refunded or re-adjusted under any circumstances.**

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(An Autonomous Institution of Ministry of Human Resource Development, Govt. of India)

Transit Campus: C/o. Sree Rama Engineering College, Karakambadi Road,
Mangalam (P.O.), Tirupati, Andhra Pradesh – 517 507.

HOW TO APPLY

Last date for submitting on-line application is August 30, 2020. Applicants need not send hard copy of the application at this stage.

Interested candidates fulfilling the eligibility as per the above given criteria may apply online in the prescribed application format. Click on the link "Apply Online" available below this advertisement and apply for the post by completing your Registration under the "New Registration" link by clicking "Click here to login here to Apply". Please keep your personal details, qualification details, details of references, experience details, other relevant details, soft copy of the passport size photograph with you and printer attached to your desktop before starting online application.

In case, name of the degree that you possess is not listed in the drop down option, please select "other" and enter name of the degree, specialization and other desired details in the field named as "specialization".

In case the applicant has completed the degree/s, course/s through Distance learning / Correspondence / Part –Time method:

- Please mention in the Specialization field if the particular degree / course has been done through Distance / Correspondence / Part time as the case may be.
- In case the degree / course is completed through Private College / Institute not affiliated to any University, mention Private in the Specialization field in addition to other details.

Detailed instructions for filling the application form is available under the Instructions tab in the website.

Once you have submitted the application, you will not be able to retrieve the application. Candidates who have submitted "Online application" only shall be considered for selection process. Print Application feature will be available only until the closing date of the advertisement. Hence, candidates are instructed to take print out of their respective applications immediately after successful submission of their application.

List of Shortlisted candidates will be displayed on the Institute's Website. Applicants are instructed to visit the website regularly. Shortlisted candidates will be informed only by email and no separate communication will be sent.

When called for the selection process, applicants will have to bring **printed copy of the online application** (affix colour passport size photograph on application form), self-attested certificate in support of **age**, mark sheets and certificates of **educational qualification, experience** certificate/s and other documents **in support of the information submitted** in the online application.

Sd/-

Advt. No. 21/2020/IISER-T/Rect./10.08.2020   **Registrar**